

**Texas Education Agency
Standard Application System (SAS)**

2014-2016 Technology Lending Program Grant		
Program authority:	General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; TEC, Chapter 31, Section 31.021(f) and Chapter 32	FOR TEA USE ONLY Write NOGA ID here:
Grant period:	October 1, 2014, to August 31, 2016	<div style="display: flex; flex-direction: column; align-items: center;"> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">Texas Education Agency</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">2014 MAY 12 PM 1:35</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">Document Control Center</div> </div>
Application deadline:	5:00 p.m. Central Time, May 13, 2014	
Submittal information:	Four complete copies of the application, three with original signature (blue ink preferred), must be received no later than the aforementioned time and date at this address: <div style="text-align: center;"> Document Control Center, Division of Grants Administration Texas Education Agency 1701 North Congress Ave Austin TX 78701-1494 </div>	
Contact information:	Kathy Ferguson: techlending@tea.state.tx.us; (512) 463-9400	

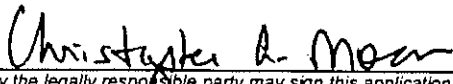
Schedule #1—General Information

Part 1: Applicant Information				
Organization name	County-District #	Campus name/#	Amendment #	
Brownsboro ISD	107902	104, 041, 103		
Vendor ID #	ESC Region #	US Congressional District #	DUNS #	
	7	5	949505890	
Mailing address		City	State	ZIP Code
P.O. Box 465		Brownsboro	TX	75756
Primary Contact				
First name	M.I.	Last name	Title	
Haley		Turner	Dist Tech Integration Specialist	
Telephone #	Email address		FAX #	
903-852-3071	turnerh@brownsboro.k12.tx.us		903-852-3957	
Secondary Contact				
First name	M.I.	Last name	Title	
John		Lundmark	Executive Director of Finance	
Telephone #	Email address		FAX #	
903-852-3071 ext 100	lundmarkj@brownsboro.k12.tx.us		903-852-3957	
Part 2: Certification and Incorporation				

I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. **It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.**

Authorized Official:

First name	M.I.	Last name	Title
Christopher		Moran	Superintendent
Telephone #	Email address		FAX #
903-852-3071 ext 1002	moranc@brownsboro.k12.tx.us		903-852-3957
Signature (blue ink preferred)		Date signed	


Only the legally responsible party may sign this application.

5-9-14

701-14-107-092

Schedule #1—General Information (cont.)

County-district number or vendor ID: 107902

Amendment # (for amendments only):

Part 3: Schedules Required for New or Amended Applications

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	Required Attachments and Provisions and Assurances	<input checked="" type="checkbox"/>	N/A
4	Request for Amendment	N/A	<input checked="" type="checkbox"/>
5	Program Executive Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Program Budget Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Professional and Contracted Services (6200)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	Supplies and Materials (6300)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10	Other Operating Costs (6400)	<input type="checkbox"/>	<input type="checkbox"/>
11	Capital Outlay (6600/15XX)	<input type="checkbox"/>	<input type="checkbox"/>
12	Demographics and Participants to Be Served with Grant Funds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13	Needs Assessment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14	Management Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15	Project Evaluation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Responses to Statutory Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Responses to TEA Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 107902

Amendment # (for amendments only):

Part 1: Required Attachments

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
No fiscal-related attachments are required for this grant.		

#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
No program-related attachments are required for this grant.		

Part 2: Acceptance and Compliance

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.

Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.

X	Acceptance and Compliance
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the General and Fiscal Guidelines.
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the program guidelines for this grant.
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with all General Provisions and Assurances requirements.
<input checked="" type="checkbox"/>	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all Debarment and Suspension Certification requirements.

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 107902

Amendment # (for amendments only):

Part 3: Program-Specific Provisions and Assurances☒ I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
1.	The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2.	The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3.	The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
4.	The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home.
5.	The applicant understands that equipment purchased with Technology Lending Program Grant funds is the property of the district or charter school.
6.	The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
9.	The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
10.	The applicant assures that it has an approved 2013-2014 district technology plan on file with TEA. The applicant understands that if an approved 2013-2014 district technology plan is not on file with TEA at the time the applications is submitted to TEA on the application due date, the application is not eligible to be funded.
11.	The applicants assures that it is at Developing or higher Level of Progress in Teaching and Learning and in Educator Preparation in their Texas Campus School Technology and Readiness (STaR Chart) report for the 2012-2013 school year.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into school district or open-enrollment charter school's technology plan.
12.	The applicant assures that appropriate professional development has already been provided for teachers in the use of digital content or that appropriate professional development will be provided within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation.
13.	The applicant assures that a minimum of 50% of the funds awarded will be spent within the first four months of the grant period (i.e., October 1, 2014-February 1, 2015), and that 100% of the funds will be expended no later than the end of the 1 st year of the grant period (i.e. August 31, 2015) to ensure full program implementation through August 31, 2016.
14.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data.

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Schedule #5—Program Executive Summary

County-district number or vendor ID: 107902

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

Brownsboro ISD (BISD) is located in rural East Texas with **59% economically disadvantaged students in the targeted population**. Our vision is to equip all students with the necessary technology to access and use electronic instructional materials adopted by the school. The district technology plan focuses on improving the integration of technology into the curriculum across the district; evaluation, and improvement of network structure, software, and policies in order to provide better service to the users; and increased planning and training. BISD continues to be committed to the highest quality teaching and learning environment possible. This commitment includes providing access to technologies for teaching learning and administration; providing professional development that promotes learner centered approaches to technology integration ensuring a safe and healthy technology environment, and using technology to promote highly effective communication and collaboration with students, staff, parents, and the community. Through careful coordination of federal, state, and local funds, and conservative fiscal management access to computing devices while at school is accessible for 1:X. However, BISD's vision for Technology Lending Grant Program is for all students in grade 4 and 7 to have 1:1 access with opportunities that allows for take home technology equipment and digital content in core foundation subject areas especially writing. Grade 4 and 7 students have access to classroom and/or library equipment but no lending services. The Technology Lending Program Grant (TLPG) would make BISD's technology vision move closer to reality.

Priority program components for the TLPG, as determined by the technology committee, seemed logical that the best use of TLPG would be to serve students with the lowest STAAR scores (this is grade 4 and 7 writing) by: 1) providing access to personal, portable devices such as Acer Chromebooks, 2) accessing digital content, 3) assisting with technical and program support, and 4) making available residential Internet connectivity. **Grade 4 is located on two intermediate campuses and grade 7 is part of the junior high school campus, thus TLPG would serve students on three (3) campuses.** These devices would move with the students to grade 5 and 8 for 2015-2016. Each year the district has committed to adding one additional grade level on each campus; 2015-2016 grades 4 and 7 would be targeted again until all students had 1X1 access to electronic instructional materials, projected to be 2017-2018.

Digital content through the core foundation areas has been adopted and is currently being used for students on all of the campuses. While **grade 7 at the junior high school and grade 4 at the intermediate have access to and usage of electronic instructional materials in all core foundation areas**, the TLPG would allow for broadening digital content especially in writing for all students.

Equitable access to technology was a constant part of the planning process. Eventually all students (including economically disadvantaged or student with disabilities) in grade 4-12 will have 1:1 access to lending devices. The BISD Technology Plan outlines acceptable use policies will be updated to include checkout procedures for all students. The plan also explains topics such as: Technologies covered, usage policies, Web access, Email, Social/Web/2.0 Collaborative Content, mobile devices policy, personally-owned devices policy, security, downloads, netiquette, plagiarism, personal safety, cyber bullying, examples of acceptable and unacceptable uses, limitation of liability, and violations of Acceptable Use Policy. No grant funds will be used for this component.

Technical and program support for both students and staff will be expanded through activities included in TLPG. The district Technology Integration Specialist's office will offer support. This position will also be scheduled time each week to work with grade 4 and 7 students and provide technical and software support. No grant funds will be used for this component.

Funding would specifically address Goal 1 objectives and activities from the District Improvement Plan to advance technology resources (equipment) for grades 4 and 7.

Goal 1: We will provide rigorous learning opportunities and curricula that exceeds state and national standards to improve the achievement of each student while meeting their individual needs and aspirations

Objective 1.3 Ensure that all students and all student groups meet or exceed performance expectations on STAAR English/Language Arts in grades 3-11

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Schedule #5—Program Executive Summary (cont.)

County-district number or vendor ID: 107902

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

Activity 1 All grades will implement a minimum of two district-endorsed, scientifically-based instructional methods to improve the performance of all student groups in STAAR writing based on needs identified during the Tune Up

Activity 2 Specific schools failing to meet Federal System Safeguards in writing will identify and list problem areas and implement a minimum of one district-endorsed, scientifically-based instructional strategy per problem area to improve student performance in the deficient area indicated in the System Safeguards Report

The Technology Lending Program Grant (TLPG) will facilitate the district technology plan by addressing district goals

Goal 1: Increase academic performance across the curriculum by integrating technology into teaching and learning

Goal 2: Provide educators with professional development that is ongoing, standards-based, and of high quality

Goal 3: Utilize technology to improve productivity security, and communications

Goal 4: Improve and maintain the infrastructure needed to meet the long-term needs of the district

Funding would specifically address Goal 1 objectives from the District Technology Plan to advance technology resources (equipment) for grades 4 and 7.

Objective 1.1 100% of teacher in core areas will incorporate the use of technology daily

Strategy 1.1.1 Teacher will integrate technology activities in their lesson plans at least 40% of the time

Strategy 1.1.2 Provide technology workshops that focus on technology integration

Strategy 1.1.3 Provide electronic curriculum

Objective 1.3 Increase integration of Technology TEKS into core academic subjects connecting them to state and national standards

Strategy 1.3.4 Purchase technology equipment for classrooms for selected grades and subjects

Objective 1.4 Increase instructional offerings for students through technology

Strategy 1.4.2 Use electronic instructional materials for all students

Strategy 1.4.3 Continue to offer online courses through TxVSN and connection to the SuperNet 2 network

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Schedule #6—Program Budget Summary

County-district number or vendor ID: 107902			Amendment # (for amendments only):		
Program authority: General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; Texas Education Code, Chapter 31, Section 31.021(f) and Chapter 32					
Grant period: October 1, 2014, to August 31, 2016			Fund code: 410		
Budget Summary					
Schedule #	Title	Class/ Object Code	Program Cost	Admin Cost	Total Budgeted Cost
Schedule #8	Professional and Contracted Services (6200)	6200	\$ 9,825	\$ 0	\$ 9,825
Schedule #9	Supplies and Materials (6300)	6300	\$ 87,175	\$ 0	\$ 87,175
Schedule #10	Other Operating Costs (6400)	6400	\$ 0	\$ 0	\$ 0
Schedule #11	Capital Outlay (6600/15XX)	6600/ 15XX	\$ 0	\$ 0	\$ 0
Total direct costs:			\$97,000	\$ 0	\$ 97,000
Percentage% indirect costs (see note):			N/A	\$ 3,000	\$ 3,000
Grand total of budgeted costs (add all entries in each column):			\$97,000	\$3,000	\$ 100,000
Administrative Cost Calculation					
Enter the total grant amount requested:					\$100,000
Percentage limit on administrative costs established for the program (15%):					× .15
Multiply and round down to the nearest whole dollar. Enter the result.					\$15,00
This is the maximum amount allowable for administrative costs, including indirect costs:					

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

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Schedule #8—Professional and Contracted Services (6200)					
County-district number or vendor ID: 107902		Amendment # (for amendments only):			
NOTE: Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.					
Expense Item Description			Grant Amount Budgeted		
6269	Rental or lease of buildings, space in buildings, or land		\$ 0		
	Specify purpose:		\$ 0		
6299	Contracted publication and printing costs (specific approval required only for nonprofits)		\$ 0		
	Specify purpose:				
62XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply:		\$ 0		
	<input type="checkbox"/>	\$ 0		<input type="checkbox"/>	Other:
	<input type="checkbox"/>	\$ 0		<input type="checkbox"/>	Other:
	<input type="checkbox"/>	\$ 0		<input type="checkbox"/>	Other:
	<input type="checkbox"/>	\$ 0		<input type="checkbox"/>	Other:
	<input type="checkbox"/>	\$ 0		<input type="checkbox"/>	Other:
	<input type="checkbox"/>	\$ 0		<input type="checkbox"/>	Other:
	<input type="checkbox"/>	\$ 0		<input type="checkbox"/>	Other:
a. Subtotal of professional and contracted services (6200) costs requiring specific approval:			\$ 0		
Professional Services, Contracted Services, or Subgrants Less Than \$10,000					
#	Description of Service and Purpose	Check If Subgrant	Grant Amount Budgeted		
1	Internet service for 20 Verizon Jetpack® 4G LTE Mobile Hotspot MHS291L (2 years) to serve students	<input type="checkbox"/>	\$ 9,825		
2		<input type="checkbox"/>	0		
3		<input type="checkbox"/>	0		
4		<input type="checkbox"/>	0		
5		<input type="checkbox"/>	0		
6		<input type="checkbox"/>	0		
7		<input type="checkbox"/>	0		
8		<input type="checkbox"/>	0		
9		<input type="checkbox"/>	0		
10		<input type="checkbox"/>	0		
b. Subtotal of professional services, contracted services, or subgrants less than \$10,000:			\$9,825		
Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000					
Specify topic/purpose/service:			<input type="checkbox"/> Yes, this is a subgrant		
Describe topic/purpose/service:					
Contractor's Cost Breakdown of Service to Be Provided			Grant Amount Budgeted		
1	Contractor's payroll costs	# of positions:	\$ 0		
	Contractor's subgrants, subcontracts, subcontracted services		\$ 0		
	Contractor's supplies and materials		\$ 0		
	Contractor's other operating costs		\$ 0		
	Contractor's capital outlay (allowable for subgrants only)		\$ 0		
Total budget:			\$ 0		

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Schedule #8—Professional and Contracted Services (6200)			
County-District Number or Vendor ID: 107902		Amendment number (for amendments only):	
Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000 (cont.)			
6	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	\$ 0	\$ 0
	Contractor's subgrants, subcontracts, subcontracted services		\$ 0
	Contractor's supplies and materials		\$ 0
	Contractor's other operating costs		\$ 0
	Contractor's capital outlay (allowable for subgrants only)		\$ 0
Total budget:		\$ 0	
7	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	\$ 0	\$ 0
	Contractor's subgrants, subcontracts, subcontracted services		\$ 0
	Contractor's supplies and materials		\$ 0
	Contractor's other operating costs		\$ 0
	Contractor's capital outlay (allowable for subgrants only)		\$ 0
Total budget:		\$ 0	
8	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	\$ 0	\$ 0
	Contractor's subgrants, subcontracts, subcontracted services		\$ 0
	Contractor's supplies and materials		\$ 0
	Contractor's other operating costs		\$ 0
	Contractor's capital outlay (allowable for subgrants only)		\$ 0
Total budget:		\$ 0	
c. Subtotal of professional services, contracted services, and subgrants greater than or equal to \$10,000:		\$ 0	
a. Subtotal of professional services, contracted services, and subgrant costs requiring specific approval:		\$ 0	
b. Subtotal of professional services, contracted services, or subgrants less than \$10,000:		\$ 9,825	
c. Subtotal of professional services, contracted services, and subgrants greater than or equal to \$10,000:		\$ 0	
d. Remaining 6200—Professional services, contracted services, or subgrants that do not require specific approval:		\$ 0	
(Sum of lines a, b, c, and d) Grand total		\$9,825	

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #9—Supplies and Materials (6300)						
County-District Number or Vendor ID: 107902				Amendment number (for amendments only):		
Expense Item Description						
63XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply:					Grant Amount Budgeted
	<input type="checkbox"/>	Print shop fees	<input type="checkbox"/>	Technology-related supplies		\$ 0
	<input type="checkbox"/>	Postage	<input type="checkbox"/>	Other:		
	<input type="checkbox"/>	Copy paper	<input type="checkbox"/>	Other:		
6399	Technology Hardware—Not Capitalized					
	#	Type	Purpose	Quantity	Unit Cost	Grant Amount Budgeted
	1	Chromebook celeron 4GB 2XDDR3L 11.6IN 1366x768	Student access to electronic instructional materials and Internet	275	\$ 317	\$87,175
	2				\$	
	3				\$	
	4				\$	
	5				\$	
6399	Technology software—Not capitalized					\$ 0
6399	Supplies and materials associated with advisory council or committee					\$ 0
Subtotal supplies and materials requiring specific approval:					\$ 87,175	
Remaining 6300—Supplies and materials that do not require specific approval:					\$	
Grand total:					\$ 87,175	

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #12—Demographics and Participants to Be Served with Grant Funds

County-district number or vendor ID: 107902

Amendment # (for amendments only):

Part 1: Student Demographics. Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comments section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program.

Total enrollment:

Category	Number	Percentage	Category	Percentage
African American	19	N/A	Attendance rate	95.6%
Hispanic	55	N/A	Annual dropout rate (Gr 9-12)	1.7%
White	297	N/A	TAKS met 2011 standard, all tests (sum of all grades tested; standard accountability indicator)	N/A
Asian	1	N/A	TAKS commended 2011 performance, all tests (sum of all grades tested)	N/A
Economically disadvantaged	210	56.3%	Students taking the ACT and/or SAT	N/A
Limited English proficient (LEP)	33	8.8%	Average SAT score (number value, not a percentage)	N/A
Disciplinary placements	13	3.4%	Average ACT score (number value, not a percentage)	N/A

Comments

Part 2: Students to Be Served with Grant Funds. Enter the number of students in each grade, by type of school, projected to be served under the grant program.

School Type	PK (3-4)	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Public	0	0	0	0	0	189	0	0	183	0	0	0	0	0	372
Open-enrollment charter school	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public institution	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Private nonprofit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Private for-profit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL:	0	0	0	0	0	189	0	0	183	0	0	0	0	0	372

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Schedule #13—Needs Assessment

County-district number or vendor ID: 107902

Amendment # (for amendments only):

Part 1: Process Description. A needs assessment is a systematic process for identifying and prioritizing needs, with "need" defined as the difference between current achievement and desired or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Members of the Brownsboro ISD (BISD) district technology committee (including Board member, administrators, teachers, aides, parents, community, and business representatives) considered needs based on the following data collection systems:

Formal Sources

- ♦ STAAR assessment data and benchmarks
- ♦ Digital course content offerings
- ♦ Texas Academic Performance Report (TAPR) and PEIMS
- ♦ District technology: hardware, software, and infrastructure
- ♦ Professional development records
- ♦ BISD Technology Plan, STaR Chart, and LRPT

Informal Sources

- ♦ Teacher surveys/interviews
- ♦ Parent Meetings
- ♦ Student/parent surveys/interviews
- ♦ Site Based Decision Making
- ♦ Technology Committee

Technology Committee conducted planning meetings to discuss findings and make recommendations for program development. Ensuring all students have equitable access to lending equipment and Internet at home is a priority in achieving state and district technology goals. The first phase of this goal would be to serve grades 4 and 7.

Current achievements and technology inventory for those grades included:

Grade 7 technologies and services**Brownsboro Junior High School**

- * Two fiber-backbone Ethernet-to-the-desktop connected labs for computer applications and general class use
- * One wireless laptop lab with 30 workstations and a network printer
- * All classrooms have data projectors
- * Internet access and automated checkout in the library
- * 4 labs for student usage: TEKS and general use

Grade 4 technologies and services**Brownsboro Intermediate School**

- * Fiber-Backbone Ethernet-to-the-desktop connected computer lab
- * 5 network drops in each classroom
- * One wireless laptop lab with 30 workstations and one network printer
- * Internet access and automated checkout in the library

Chandler Intermediate School

- * Has duplicate of Brownsboro Intermediate and
- * Connection to Internet via 1 GB fiber

TECHNOLOGY NEEDS AT ALL THREE CAMPUSES

- * 183 grade 7 students and 189 Grade 4 students have Bring Your Own Technology
- * 20% of students grade 7 students and 53% of grade 4 students (total 37%) have no home Internet
- * No teacher or student training on MIFI hotspots to access Internet 24/7 on school equipment
- * Gr 7 students use electronic instructional materials on a limited basis
- * Lack of lending technology has diminished time-on-task for grade 7 students
- * 0 grade 4 and 7 students have access to lending equipment
- * Limited wireless access points at school to access Internet
- * 0 opportunities for electronic homework assignments
- * 59% of targeted population is economically disadvantaged
- * 372 students have limited opportunities to participate in electronic instructional materials

The technology committee assimilated data from current equipment, software, and programs that identified the following needs (desired accomplishments) to be addressed through the Technology Lending program Grant (TLPG):

- ♦ Grade 4 and 7 students need more access to digital content through lending programs to allow time for class assignments resulting in higher writing STAAR scores (lowest performing grades in the district)
- ♦ All students need 1:1 24/7 access to Internet for digital coursework and/or electronic materials
- ♦ 100% students need Internet connections anytime/anywhere through loaned equipment
- ♦ Grade 4 and 7 teachers need more in-depth training on delivery methods and curriculum updates
- ♦ The Technology Integrationist needs to concentrate on the assisting grade 4 and 7 students

The Texas Long Range Plan for Technology (LRPT) goals of engaging in real world learning, supported by modern digital tools through anywhere, anytime connectivity and providing that all learners will have access to relevant technologies, tools, resources, and services for individualized instruction 24/7 were guiding factors in the development of this application for TLPG funding.

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Schedule #13—Needs Assessment (cont.)

County-district number or vendor ID: 107902

Amendment # (for amendments only):

Part 2: Alignment with Grant Goals and Objectives. List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Identified Need	How Implemented Grant Program Would Address
1.	♦ All grade 4 and 7 students need equipment necessary to access and use electronic instructional materials	Equitable access to technology was a constant part of the planning process. All students (including economically disadvantaged or student with disabilities) in grade 4 and 7 will have 1:1 access to lending devices (Acer Chromebooks). TLPG funds will be appropriated to purchase the maximum number of Acer Chromebooks for grade 4 and 7 students. BISD acknowledges grant funding will not provide 1:1 chromebooks for all students; grade 4 will be funded first, then grade 7 until all funds are expended. BISD will contribute the remainder of funding for grade 7.
2.	♦ 100% students need Internet connections anytime/anywhere through loaned equipment in order to move toward implementation of electronic instructional materials	The lending process itself will be a new process in the district. But plans will be developed to establish policies and procedures that include: Introductory meeting for parents and students, signed student/ parent lending agreements and equipment is checked out as classroom needs indicate. All equipment will be collected at the end of the year for service.
3.	♦ All grade 4 and 7 students need 1:1 24/7 access to Internet for digital coursework and/or electronic instructional materials	Residential Internet connectivity will be provided by Verizon MiFi. The district will purchase Verizon Jetpack® 4G LTE Mobile Hotspot MHS291L that allows Internet connectivity wherever the user goes. This mobile hotspot can connect up to 10 devices thus providing Internet connectivity to the 37% of student homes that do not subscribe to an Internet . Grant funds will be expended for this service, subscriptions are currently in the TLPG budget.
4.	♦ Grade 4 and 7 students need access to digital content in core foundation subject areas through take home technology	Digital content through the four core foundation areas especially writing courses has been adopted and will be expanded for students in grades 4 and 7. The TLPG would allow additional electronic instructional materials in more and may include digital textbooks, eBooks, Podcasts, digital video content, and other resources as needed. No grant funds will be expended for this program component.
5.	♦ The Technology Integrationist needs to concentrate on the training the staff, no additional expense added to the district	Technical and program support for both students and staff will be expanded through activities included in TLPG. The district Technology Integration Specialist's will be scheduled time each week to work with grade 4 and 7 teachers and students and provide technical support. No grant funds will be used for this component.

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Schedule #14—Management Plan

County-district number or vendor ID: 107902

Amendment # (for amendments only):

Part 1: Staff Qualifications. List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1.	Technology Integration Specialist	Haley Turner will be responsible for integrating technology into the classroom and the TLGP grant program. She has been in this position for 1 year and has 3 years experience in the classroom.
2.	Technology Director	Todd Sissom has a Masters of Education in Education Technology and has served Brownsboro ISD in the technology department for 15 years. He has a tech support manager and desktop support manager in his department.
3.	Tech Support	Mr Sissom has two tech support personnel in his department. Mr Feiner has been responsible for maintenance and repair of equipment for 8 years. Mr. Luker has also responsible for maintenance and repair of equipment for 4 years
4.	Campus Administrators	All three campus principals involved in the grant implementation are seasoned veterans with an average of 17 years experience with and average of 7 years at the campus administer level.
5.	Teachers	All teachers involved in implementation of TLPG are "highly qualified according to NCLB. Teachers are experienced and received high marks on their respective PDAS observations. Unforeseen changes in personnel will be replaced with highly qualified staff.

Part 2: Milestones and Timeline. Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective	Milestone	Begin Activity	End Activity
1.	• 100% of grade 4 and 7 students will have digital equipment	1. Finalize bids received during initial process	10/13/2014	11/7/2014
		2. Order, receive, and inventory equipment with preloaded software and warranty	11/7/2014	1/16/2015
		3. Order Internet MiFi devices	11/17/2014	12/12/2014
		4. Order carrying cases for equipment	11/1/2014	1/9/2015
		5. Lending process completed	2/16/2015	5/13/2016
2.	• 100% of grade 4 and 7 students will have 1:1 24/7 Internet access	1. Enter into service agree with Verizon for MiFi services	1/30/2015	6/30/2016
		2. Order, receive, and inventory MiFi devices	11/17/2014	2/27/2015
		3. Teachers work with students in Internet connectivity	2/16/2015	11/13/2015
		4. Parent meeting to distribute laptops and MiFi devices	9/7/2015	10/16/2015
		5.		
3.	• 100% of grade 4 and 7 students will have access to digital content in foundation areas	1. Develop curriculum resources on the campus level	10/20/2014	5/15/2015
		2. Distribute equipment to campuses according to program	2/16/2015	4/27/2015
		3. Teachers work with students to access digital content	2/16/2015	5/13/2016
		4. Teacher training: integrating technology into curriculum	10/15/2014	4/25/2016
		5.		
4.	• The Technology Integrationist will provide support for grade 4 and 7 staff and students	1. Train students on appropriate uses of equipment	2/16/2015	11/11/2015
		2. Train teachers and students to use Internet connectivity	3/2/2015	11/13/2015
		3. Train teachers in use of digital resources	11/3/2014	5/15/2015
		4. Train students in use of digital content distribution	2/16/2015	10/12/2015
		5.		
5.		1.		
		2.		
		3.		
		4.		
		5.		

Grant funds will be used to pay only for activities occurring between the beginning and ending dates of the grant, as specified on the Notice of Grant Award.

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Schedule #14—Management Plan (cont.)

County-district number or vendor ID: 107902

Amendment # (for amendments only):

Part 3: Feedback and Continuous Improvement. Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

TLPG will provide a **three (3) campus two (2) grade level program** with equipment, electronic instructional materials in more than one subject area, technical support, and Internet connectivity. The technology committee will be responsible for program evaluation and will use the following key elements for ongoing monitoring and continuous improvement:

- Clear program goals and objectives defined to guide the direction that monitoring will take during implementation
- Establish baseline data with respective tools that will be used in the formative evaluations
- Clearly defined methods and tools for both staff and students that capture data and track the results of monitoring.
- Strong capacity building of administrators and staff so there will be "no surprises" when the process concludes
- Effective reporting mechanisms that keep key stake holders informed
- Bringing timely resolution to findings and issues resulting in immediate improvements
- Taking monitoring results and factoring them into the strategies that lead to program improvement

Data collection methods include: 1) Student lending agreement, 2) Technology Use Snapshot, locally produced form to document weekly technology usage, 3) Artifact Description, locally produced form to document student products, 4) PDAS, and 5) Teacher STaR Chart for participating grade levels

The technology committee will review data collections semi-annually to recommend and implement adjustments as necessary to provide the most effective use of technology. Findings and recommendations will be sent to all stakeholders involved in TLPG including; administrators, teachers, technology specialists, and parents through minutes of meetings, emails, or web postings. The Technology Integration Specialist will ultimately be responsible for program implementation and adjustments in program offerings.

Brownsboro ISD agrees to comply with any reporting and evaluation requirements that TEA may establish and submit those reports in the format and manner TEA requests.

Part 4: Sustainability and Commitment. Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The technology committee as well as grade 4 and 7 classroom teachers are excited about the possibility of offering students unique opportunities. Being a small school, some of the teachers have taught other grade levels and can foresee the opportunities grade 4 and 7 students will have as a result of expanding technology equipment and usage to these grades. Teachers will be given opportunities to work in content area groups familiarizing themselves to equipment, designing curriculum activities, practicing presentations, and designing organization processes.

Brownsboro ISD is committed to providing 1:1 personal computing devices for all students. With carefully coordinated fiscal efforts, completed district efforts are very similar to the planned project. **Grade 4 is part of the intermediate system at two sites and grade 7 is part of the junior high school campus, thus TLPG would serve students on three (3) campuses.** These devices would remain with the students to grade 4 (staying within the intermediate system) and grade 7 (staying at the junior high school campus) for 2015-2016. Each year the district has committed to adding one additional grade level on each campus; 2015-2016 grades 5 and 8 would be targeted again until all students in grades 4-12 had 1X1 access to technology devices and electronic instructional materials. Target date for this completion would be 2018-2019.

The district will purchase Verizon Jetpack® 4G LTE Mobile Hotspot MHS291L services that allow Internet connectivity wherever the user goes. This mobile hotspot can connect up to 10 devices thus providing Internet connectivity to the 37% of targeted student population (grades 4 and 7) that do not subscribe to an Internet service or maintain a wireless network at home.

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Schedule #15—Project Evaluation

County-district number or vendor ID: 107902

Amendment # (for amendments only):

Part 1: Evaluation Design. List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Evaluation Method/Process	Associated Indicator of Accomplishment	
1.	Residential Internet usage	1.	Number of MiFi units checked out
		2.	Completed students assignments needing Internet connectivity
		3.	Quality of products as determined by grading standards
2.	Technology Integration Specialists student training sessions	1.	Technology Integration Specialist's schedule
		2.	Student survey of effectiveness
		3.	Student Technical Applications TEKS proficiency
3.	Core foundation subject areas using digital content	1.	Classes using electronic instructional materials in the four content areas
		2.	Lesson plans especially for writing
		3.	Internet usage data
4.	Student access to lending equipment	1.	Number of Chromebooks acquired
		2.	Lending Agreements completed
		3.	Technology inventories
5.		1.	
		2.	
		3.	

Part 2: Data Collection and Problem Correction. Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Brownsboro ISD will conduct pre & post evaluations to determine change by comparing baseline measurement to the measurement taken after the program. The goal of the evaluation is to determine effectiveness, efficiency, final cost of the program and overall program success. The following items will be used as data collection for the evaluation process:

- **Multimedia Projects** - Research driven, student produced multimedia projects will assist in the documentation of successful technology infusion and increased resources (Internet access).
- **Logs** from campus computer labs and library media centers will be maintained by supervisors and librarians for the purpose of determining increased access to digital resources, equipment, and Internet use.
- **Help Desk Tickets** - The district develop a form for the purpose of requesting repairs and services from technical support staff. These forms will provide documentation of repair needs, completed work, man-hours used for repairs and troubleshooting, and equipment that should be upgraded and/or removed.
- **PDAS** - Campus principals will document use and integration of technology by educators.
- **Meeting Minutes** - Minutes from meetings (Campus and District Site-based committees, and Technology Committee, etc.) will show documentation of implementation, awareness, continued support and funding from key committees.
- **Purchase Orders and Invoices** - These items will be held as documentation of expenditures in the area of technology. District purchasing guidelines will be followed in all technology purchases.
- **Academic Scores** - Student scores from STAAR (especially Writing) and benchmark, academic grades, and attendance records will mark the impact of increased technology access and implementation.
- **Web Site** - The BISD web page will serve as a means of communicating important information to parents and students.
- **E-mail** - Provides increased communication between faculty and staff as well as the outside world.
- **Surveys** - Provides feedback from parents, students and educators on the purchase, use, and implementation of technology and electronic resources.

The technology committee will review data collections semi-annually to recommend and implement adjustments as necessary to provide the most effective use of technology. Committee findings and recommendations will be sent to all stakeholders involved in TLPG through minutes of meetings, emails, or web postings. The Technology Integration Specialists will ultimately be responsible for program implementation and adjustments in program offerings.

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Schedule #16—Responses to Statutory Requirements	
County-district number or vendor ID: 107902	Amendment # (for amendments only):
<p>Statutory Requirement 1: Applicant must describe how it will use funds to implement or enhance a technology lending program to loan students the equipment necessary to access and use electronic instructional materials. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.</p> <p>Needs have been determined and priority set to address a lending program for grade 4 and 7 at Brownsboro Junior High School and Brownsboro and Chandler Intermediate Schools mirroring other successful lending program.</p> <p>Digital content for all core foundation areas have been adopted and is currently being used for students in grades K-12 at BISD. The TLPG would allow for at home electronic materials access at grade 4 and 7 for all foundation areas especially writing and will include digital textbooks, eBooks, Podcasts, digital video content, Internet websites, and other resources as needed. No grant funds will be expended for this program component.</p> <p>Equitable access to technology was a constant part of the planning process. All students (including economically disadvantaged or student with disabilities) in grade K-12 have access electronic devices in classrooms or computer labs. TLPG funds will be appropriated to purchase the maximum number of Acer Chromebooks for grade 4 and 7 students. BISD acknowledges grant funding will not provide 1:1 laptops for all targeted students; therefore, local budgets will be utilized to supplement the 1:1 access for these students.</p> <p>Residential Internet connectivity for those students not having access at home will be provided this opportunity using Verizon MiFi. The district will purchase Verizon Jetpack® 4G LTE Mobile Hotspot MHS291L that allows you to have Internet connectivity wherever the user goes. Currently these capabilities are not offered in the district. This mobile hotspot can connect up to 10 devices thus providing Internet connectivity to the 100% of student homes that do not subscribe to an Internet service or maintain a wireless network. The district will subscribe to 40 Jetpack® hotspots for teachers to preschedule usage in their classrooms thus allowing for students to have access at home. Grant funds will be expended for these subscriptions.</p> <p>Technical and program support for both students and staff will be expanded through activities included in TLPG. The district Technology Integration Specialist's services will make access to electronic instructional materials easier. This administrator will also be scheduled time each week to work with grade 4 and 7 students and provide support for technical and software issues. No grant funds will be used for this component.</p> <p>The lending process itself will replicate the process already in place from successful programs. Members of the technology department meet with the students at the beginning of each school year. During that meeting, the students return the student and the parent lending agreement. Students are provided a bag to carry the equipment and any peripherals. If any issues arise with their equipment during the year, the technology department will troubleshoot and correct any problems that can be handled locally. If equipment has to be returned for warranty work a loaner is issued to the student. Once the original machine has been repaired, it is returned to the user and the loaner machine is collected. Insurance will be covered with grant funds.</p> <p>At the end of each school year, a designated date is set for each grade level involved in the program and students return their equipment for summer maintenance and repairs. During that designated time, a technician meets with each student to review the current status of the equipment and makes note of any damages or repairs needed. This practice has worked really well in other programs and will be easily replicated at BISD.</p>	

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Schedule #16—Responses to Statutory Requirements

County-district number or vendor ID: 107902

Amendment # (for amendments only):

Statutory Requirement 2: If the applicant has already purchased, or is also purchasing, lending equipment through other funding sources such as the Instructional Materials Allotment, the applicant must describe how equipment from all funding sources will be used in a cohesive manner to support efforts to ensure students have dedicated access to a technology device. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Through collaborative planning, Brownsboro ISD has developed a technology plan to focus on four key areas of technology growth: teaching & learning; educator preparation; leadership, and infrastructure for technology. The technology committee believes balance in these areas is vital while at the same time maintaining a priority of providing students with the most current and relevant technology resources which includes equipment, software, Internet access, online resources, and technology support/instruction. The largest part of the technology budget is allotted for equipment and infrastructure as indicated below.

The district will strive to keep technological growth in the district in line with state and national standards. The District Technology Plan is the framework for continued improvement. It will guide the district in any future technological growth. Continued assessment of all four key areas is a necessity. BISD will strive to evaluate students, teachers, administrators, and infrastructure to determine district needs.

Vision Statement for the BISD Technology Committee

The district technology plan focuses on improving the integration of technology into the curriculum across the district; evaluation, and improvement of network structure, software, and policies in order to provide better service to the users; and increased planning and training. BISD continues to be committed to the highest quality teaching and learning environment possible. This commitment includes careful coordination of federal, state, and local funds, and conservative fiscal management access to computing devices and providing access to technologies for teaching learning and administration; providing professional development that promotes learner centered approaches to technology integration ensuring a safe and healthy technology environment, and using technology to promote highly effective communication and collaboration with students, staff, parents, and the community.

Current funds: (Numbers indicated in the TEA approved Technology Plan)

Budget Item	Costs	Funding Sources with amount per source	
Professional Development	\$12,126.00	Title IIA	\$ 8,376
		IMA	\$ 1,750
		Local	\$ 2,000
Telecommunications & Internet Access	\$141,900.00	E-Rate	\$105,000
		Local Funds	\$ 36,900
Materials & Supplies	\$36,700.00	Local Funds	\$ 36,700
Maintenance	\$100,400.00	IMA	\$ 50,000
		Local Funds	\$ 49,500
		Title IIC	\$ 900
Miscellaneous Expenses	\$109,262.00	Local Funds	\$ 60,000
		Title IA	\$ 6,000
		Title 6	\$ 36,262
		Title 1 AARA	\$ 7,000
Total	\$403,928.00	Total funds for a cohesive program	

In addition to the IMA, BISD will continue to utilize a large portion of the rebate funds returned through the federal E-rate program. 2014 budget allocates \$105,000 from the E-rate rebates to supplement the technology purchases. BISD board of trustees has been gracious to allocate \$188,638 in local funds as well.

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Schedule #17—Responses to TEA Program Requirements

County-district number or vendor ID: 107902

Amendment # (for amendments only):

TEA Program Requirement 1: Applicant must describe how the lending program aligns with existing mission and goals of the public school district or open-enrollment charter school. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

District Improvement Plan

Goal 1: We will provide rigorous learning opportunities and curricula that exceeds state and national standards to improve the achievement of each student while meeting their individual needs and aspirations

Objective 1.3 Ensure that all students and all student groups meet or exceed performance expectations on STAAR English/Language Arts in grades 3-11

Activity 1 All grades will implement a minimum of two district-endorsed, scientifically-based instructional methods to improve the performance of all student groups in STAAR writing, one of those methods includes technology and software such as:

- Donors Choose
- Web 2.0
- Renaissance Place
- Eduphoria
- Computer lab software for students
- iPad apps for students
- Skyward
- Think Through Math
- Instructional PowerPoint Presentations
- AR Media
- Science iOS
- Technology Application Courses
- Computer classes for all elementary students
- Online resources in each content area

Vision Statement - Brownsboro Independent School District Technology Committee

Our vision is to equip all students with the necessary technology to access and use electronic instructional materials adopted by the school. The district technology plan focuses on improving the integration of technology into the curriculum across the district; evaluation, and improvement of network structure, software, and policies in order to provide better service to the users; and increased planning and training. BISD continues to be committed to the highest quality teaching and learning environment possible. This commitment includes providing access to technologies for teaching learning and administration; providing professional development that promotes learner centered approaches to technology integration ensuring a safe and healthy technology environment, and using technology to promote highly effective communication and collaboration with students, staff, parents, and the community.

The TLPG goals and objectives align with the vision of the district and the technology plans thus setting standards for intertwining the TLPG and district/campus goals

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Schedule #17—Responses to TEA Program Requirements

County-district number or vendor ID: 107902

Amendment # (for amendments only):

TEA Program Requirement 2: Applicant must describe how it will prioritize campuses with the highest need for a technology lending program. Applicant must also describe how it will ensure access to lending equipment and residential access to the Internet among students who have the greatest need. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Priority, as determined by the technology committee, was given to grade 7 on the junior high school campus and grade 4 at the elementary campuses. The technology committee determined that the best use of TLPG would be to serve students with the lowest STAAR scores (this is grade 4 and 7 writing) by: 1) providing access to personal, portable devices such as Acer Chromebooks, 2) accessing digital content, 3) assisting with technical and program support, and 4) making available residential Internet connectivity. The middle school and elementary staff (grade 4 and 7) are ready and completely committed to serving their students with this program. The 4 and 7 grade staff fully understands access to at-home Internet connectivity is not possible for all families in the district due to economic situations. Providing Internet access to all students especially economically disadvantaged student would provide learning opportunities and student productivity that extends beyond the walls of the classroom, and this transformation requires appropriate technology, electronic instructional materials and resources, and connectivity to access the resources.

Equitable access to technology was a constant part of the planning process. 100% students (including economically disadvantaged or student with disabilities) in grade 8-12 have 1:1 access to wireless labs. TLPG funds will be appropriated to purchase the maximum number of Acer Chromebooks for grade 4 and 7 students. BISD acknowledges grant funding will not provide 1:1 technology for all 372 of the grade 4 and 7 students; therefore, the district has committed to purchasing equipment to fully fund 1:1 technology.

Residential Internet connectivity for those students not having access at home will be provided this opportunity using Verizon MiFi or hotspots. The district will purchase Verizon Jetpack® 4G LTE Mobile Hotspot MHS291L that allows wireless Internet connectivity wherever the user goes by accessing Verizon cell towers. This mobile hotspot can connect up to 10 devices thus providing Internet connectivity to the 37% of student in grades 4 and 7 that do not subscribe to an Internet service or maintain a wireless network. Classroom teachers will preschedule and check out a MiFi device for students in their classrooms when appropriate. The MiFi checkout will ensure all students including economically disadvantaged and students with disabilities have Internet access 24/7. Grant funds will be expended for this service; subscriptions are in the TLPG budget.

Brownsboro ISD policies and practices are targeted at leveraging the growth of technology for learning at school and at home for all students. Professional development activities have incorporated the use of technology for instruction and learning opportunities; policies include curriculum redesign that incorporates new technology and electronic instructional materials; and equipment lending and Internet access programs are growing and becoming more successful each year.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 107902

Amendment # (for amendments only):

TEA Program Requirement 3: Applicant must describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Training is a requirement for students and staff at Brownsboro ISD, and all participants in BISD's lending program will be required to complete training before a device is issued. Teachers are involved in professional development geared toward the integration of technology in their curriculum and instructional process. Additionally, staff members attend professional development titled *Technology and the Law for Educators* addressing safety, security, and social networking issues. Likewise, parents and students participate in orientation and training sessions centered on program guidelines, appropriate use, and online safety. While each individual teacher develops his/her own classroom rules, routines, and procedures, **Brownsboro ISD does not have an established lending program; other successful programs in the area will be replicated for the 4th and 7th grades.**

Digital Citizenship and cybersafety are key elements of technology integration program at BISD. As part of the technology applications integration teachers introduce students to engaging, age appropriate concepts for online safety using digital tools such as *Staysafeonline* and *Onguard Online*, reinforcing the motto of **smart. cool. safe.** Kids learn that there are times when it's important to be smart and recognize danger, and other times when it's important to be cool by being cautious and thoughtful.

BISD teachers incorporate a wide variety of electronic instructional materials into their lessons every day. A growing number of teachers have begun to utilize electronic textbooks and the associated web based resources when available from publishers. However, use is limited by the number of devices available to students at school and home.

Our standard procedures for Acer Chromebooks distribution will mirror other successful programs for this initiative. Members of the technology department, teachers, and campus administrators will meet with participating students and parents at the beginning of the school year. During that meeting, the aforementioned digital citizenship & cybersafety topics are addressed along with care and handling of the laptops. Students return the Lending Agreement signed by both the student and parent. The Chromebooks will be distributed and training commences. Students are provided a bag to carry the computer and any supporting equipment. If any issues arise with the computer during the year, the technology department will troubleshoot and correct any problems that can be handled locally. If a laptop has to be returned for warranty work or if the laptop must be taken to a certified vendor for repairs, a loaner laptop is issued to the student. Once the original machine has been repaired, it is returned to the user and the loaner machine is collected.

At the end of each school year, a designated date is set for each grade level involved in the program and students return their computer for summer maintenance and repairs. During that designated time, a technician meets with each student to review the current status of the laptop and makes note of any damages or repairs needed. This practice has worked really well.

Students and parents receive copies of the Lending Agreement that outlines program expectations for use and care of the laptops. However, teachers may also require students to follow additional rules for use in the classroom. Our teachers recognize that students may not be actively engaged in using a device every minute of every instructional day. For example, they may require students to leave the computer in the carrying bag at times in order for students to focus on class discussions, a guest speaker, or other topics. Teachers will reinforce expectations for student use and the teacher's classroom guidelines for using the technology in such a manner that it becomes routine. This practice will help with classroom management, create fewer distractions, and help shift the focus from the device to the curriculum.

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By TEA staff person:

Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 107902

Amendment # (for amendments only):

TEA Program Requirement 4: Applicant must describe how it is using electronic instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Brownsboro ISD has adopted digital content for grades 8-12 in the core foundation content areas of English Language Arts, Math, Fine Arts, Social Studies, and Science. The curriculum department and campus staff have redesigned curricula to incorporate new technology and electronic instructional materials including developing strategies so that students may learn at school and home, updating policies to support home Internet usage, providing professional development to incorporate electronic materials, and encouraging the use of electronic instructional materials.

BISD has established basic guidelines for integrating technology into curriculum. Training is a requirement for students and staff that allows each individual teacher develops his/her own classroom rules, routines, and procedures,

Collaboration is one of most important 21st Century skills for young students. BISD believes students can improve their writing skills by working collaboratively with teachers and peers. Chromebooks allow students to sit face to face using a device to complete group projects. When the group is apart, the device will allow them to access the collaborative work, get feedback from the teacher, and work together to improve quality of the assignment without having to be face to face.

The primary focus will be to improve the writing skills of our 4th and 7th grade students on the Intermediate and Junior High campuses. However **campuses will continue to promote use of electronic instructional materials in all foundation content areas** using practice such as:

English Language Arts

- Integrate a digital aspect into students' writing using a variety of websites for Digital Storytelling. Digital storytelling allows the students to "show with they know" in a creative, digital format. Prezi, Animoto, Voicethread, Blabberize, Glogster, WallWisher, Story Jumper, Get Funky, FotoBabble, Little Bird Tales
- Publish and share digital stories and other writing samples on the web in order to reach a wider audience.
- Collaborate with students from other schools using Chromebooks to edit/revise student writing
- Give voice feedback on writing assignments that students create in Google Docs using Kaizena
- Host "Book Club" discussions online
- Communicate with parents and students using a classroom webpage
- Create a word list for writing assignments
- Collaborate with a group of students on one document/presentation
- Conduct peer editing and post student responses to peer writing; revise writing based on peer review
- Investigate famous people and events using the Google Research Tool in Google Docs and write a biography
- Manage a blog that contains journal entries written by the student on various prompts
- Critique peers' blog entries while practicing healthy digital citizenship skills
- Compose and produce songs to learn about poetry and rhythm
- Explore settings of stories and novels using Skype to go on "virtual field trips"
- Attend "Office Hours" with the teacher from home

All Four Foundation Areas

- Communicate with peers outside of class using 21st Century tools
- Host a backchannel for the classroom using Padlet, Twitter, or Today's Meetso
- Keep up to date virtual journals (all subjects)
- Create presentations with online tools such as Prezi, Educreations, Haiku Deck
- Flip instruction using YouTube, Khan Academy, Educreations, Edmodo, Schoology
- Take notes online and share with peers that are absent or struggled with a particular concept in class
- Assess student knowledge using Infuse Learning and Socrative for real-time feedback and check for understanding
- This would allow the teacher to alter the lesson to accommodate all students and promote a safe learning environment
- Create ePortfolios for all classes and host them in one place using Google Sites

Math and Science

- Visit zoos and museums all over the world using Google Field Trip App
- Engage with experts at the zoos and museums to develop a deeper understanding
- Track Moon phases
- Compile and chart data collaboratively during experiments using Google Spreadsheets
- Conduct virtual experiments
- Survey peers and create graphs and charts to illustrate findings and learn about graphs and probability

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 107902

Amendment # (for amendments only):

TEA Program Requirement 5: Applicant must describe professional development for teachers in the use of electronic instructional material that has already occurred or will occur within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation. Note: Any professional development that is provided within the grant period must be provided with non-grant funds. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Content and program specific technology integration at BISD

Percent of Targeted Staff Completing Topic	Professional Development Topic Completed	Professional Development Topic Planned for new teachers and TLPG
100	Website Development Training	EBSCO
50	Web 2.0 Training	Email
100	STAAR One Test Generator	External/Internal Gradebook
100	DMAC Student Data Management System	Library Card Catalogue
100	Socrative Training	Skyward Employee and Family Access
100	CSCOPE/TEKS Resource System Training	Renaissance Place
100	Remind 101 Training	Internet Access for Students
100	Prezi Training	Equipment management

Teachers new to the district each year are assessed and trained during New Teacher Orientation in August. No TLPG funding will be used for professional development.

TEA Program Requirement 6: Applicant must describe how infrastructure is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Brownsboro ISD has put together a comprehensive infrastructure that is more than adequate to support students' use of devices that will be purchased for the three campuses being served with TLPG funds. The District web server is of sufficient capacity to provide district information and student work. Written policies are in place on acceptable use of the network and Internet including cyber safety, World Wide Web content, network management, and equipment usage

Existing Infrastructure (very brief description):

- BISD has a fiber optic cable to each campus
- Bandwidth 200MB
- Windows based servers on across the district
- iBoss filters for content filtering which meets CIPA requirements
- All offices and classrooms connected to the network and all have Internet access
- Majority of electronic instructional resources are web-based
- Direct Internet connection via fiber through SuperNet 2 Consortium
- 195 classroom with high-speed broadband Internet Access
- 1X2 student computer ratio
- 1X1 teacher computer on all 7 campuses
- 140 wireless access points across district
- 1500 computing and mobile devices
- Each selected campus has Fiber-backbone, Ethernet-go-the-desktop connected computer lab for general use

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Amendment # (for amendments only):

TEA Program Requirement 7: Applicant must describe a plan for providing Internet access to the homes of students as needed. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Student Internet Access

- Local survey indicates that 37% of students responding to the survey have Internet access at home. Verizon Jetpack® Hotspots will be loaned to students as needed for Internet access at home. Data plans will be provided free to students; all access fees will be paid by TLPG for two (2) years. Twenty (20) data plans will be purchased to insure 100% of students in grade 4 and 7 without Internet connectivity at home have access through MiFi. This will be accomplished with teachers prescheduling student MiFi needs for their classroom projects.
- Description of the Verizon Jetpack® LTE Mobile Hotspot MHS291L:
 - Largest battery of any Verizon Jetpack®
 - 4G LTE Mobile Broadband Capable
 - LTE: Typical download speeds of 5–12 Mbps and upload speeds of 2–5 Mbps
 - Connect up to 10 Wi-Fi® enabled devices at one time in 4G and 5 devices at one time in 3G (an additional device can be added using tethered mode); Real-time reporting of data usage
 - The device screen with navigation keys allows you to quickly and easily scroll through menus to view how many devices are connected, your battery strength, signal strength, network and roaming information, software updates, password and more.
 - Chipset: MDM9615 – decreased power consumption leads to increased battery life
 - 4G SIM Card compatible (3FF SIM); Wi-Fi Dual band support: 2.4 GHz and 5.0 GHz
 - 1.32" Integrated OLED status display (128x96)
 - USB tethering—capable with Windows; Advanced security features; Light, compact design
 - Easily customize your connection settings, change passwords and access applications using your browser
 - Built-in GPS support for location-based apps; VPN Capability

TEA Program Requirement 8: Applicant must describe how technical support is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Brownsboro's commitment to technology integration into the curriculum has resulted in a technology staff that is both competent and forward-thinking. Each of the personnel strives to meet high standards as set forth in the District/Campus Improvement Plans and the Technology Plan. TLPG funding would be one more opportunity to bring these goals into reality.

Support – BISD's technology program is a team effort. Everyone provides some technical support:

- Technology Integration Specialist, Haley Turner
 - Will be the primary contact for the TLPG grant and oversee implementation on three (3) campuses
 - Promotes integration of technology in the instructional process, builds awareness and enthusiasm among students and teachers.
 - Will work specifically with the teachers and students involved in TLPG grant opportunity, specifically training the students in the use of equipment and Internet connectivity.
- Technology Director, Todd Sissom
 - Holds a master of education in Educational Technology and has been directly responsible for the technology program at BISD for 15 years
 - Provides training and awareness programs for parents and is responsible for communicating with parents regarding the district technology programs
 - Provides training, prof dev for faculty and students, and maintains oversight of technology funding programs
- Desktop Support, Johnny Luker
 - Responsible for maintenance and repair of district technology equipment
 - Has been with the district for 4 years
- Technology Support Manager, Jerry Feiner
 - Responsible for maintenance and repair of district technology equipment
 - Has been with the district for 8 years

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Schedule #17—Responses to TEA Program Requirements (cont.)

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Amendment # (for amendments only):

TEA Program Requirement 9: Applicant must describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will be in charge of the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Technology Integrationist Specialist will be directly responsible for implementation of the TLPG. She has 4 years experience with integrating technology into the classroom, technology planning, budgeting, purchasing, equipment maintenance, training, and personnel supervision. She will work closely with the technology director, campus principal, teachers, and the technology staff to ensure all activities are completed as planned and according to grant guidelines.

The lending process itself will replicate successful processes already in place at other districts for grades 4 and 7. All students and their parent/guardian will be required to attend by an orientation session before any equipment is distributed. During that meeting, students return the student and parent lending agreements and laptops are assigned and distributed. Students are provided a bag to carry the computer, and any supporting equipment. If any issue arises with their laptops during the year, the technology department will troubleshoot and correct any problems that can be handled locally. If a laptop has to be returned to vendor for warranty work or if the laptop must be taken to a certified technician for repairs, a loaner laptop is issued to the student. Once the original machine has been repaired, it is returned to the user and the loaner machine is collected.

At the end of each school year, a designated date is set for each grade level involved in the program and students return their laptops for summer maintenance and repairs. During that designated time, a technician meets with each student to review the current status of the laptop and makes note of any damages or repairs needed. This practice has worked really well with other districts and BISD expects success on our campuses.

This process relieves classroom teachers for the logistical responsibility of keeping up with the laptops and maintenance. 100% of students will have a laptop therefore no one has to take turns or not have access to equipment when they need it. Equipment will be purchased for grades 4 and 7 to have Internet access through a Verizon MiFi on a prescheduled basis. Grade 4 and 7 teachers will preschedule their technology needs on a rotational basis and 20 hotspots of MiFi equipment will rotate among the teachers. This will ensure equal access for students in 4 and 7 grades.

Student training will occur before students are able to check out equipment:

- ♦ Train students on appropriate uses of equipment
- ♦ Train students how to use MiFi
- ♦ Train students relating to use of digital resources
- ♦ Train students in use of Internet safety, Internet responsible use, and Netiquette
- ♦ Practice skills in the classroom before allowed to take home
- ♦ Students must demonstrate grade level mastery of the Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills before receiving lending equipment.

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Amendment # (for amendments only):

TEA Program Requirement 10: Applicant must describe how it will account for the technology lending equipment according to local policy, including providing insurance if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Director of Technology will be responsible for ordering, inventorying, and maintenance of equipment and communication between BISD and the vendors. Each device will be given a bar code for identification and entered into the computer. When a student checks out a device the bar code will be read and entered under that student's name, (Similar to the library system for books). Classroom teachers will preschedule usage and check out the Verizon MiFi devices from the technology department. The teacher will be responsible for student usage and returning the devices to the technology department in a timely manner for the next teacher to have access when scheduled.

Insurance for each of the Acer Chromebooks will be funded through TLPF funds. This eliminates the undue burden on economically disadvantaged students.

At the end of the school year, a designated date will be established for students to return their devices for summer maintenance and repairs. During that designated time, the technology department representative meets with each student to review the current status of the laptop and makes note of any damages or repairs needed. This practice has worked really well with other lending programs. Parent will be contacted if for any reason there is negligent abuse to the device.

TEA Program Requirement 11: Applicants must describe the development and implementation of a *Technology Lending Agreement* to be signed by parents or guardians of the students and by the student. The agreement must address responsible use and care of the equipment, responsible use of the district's digital resources, and responsible use of the Internet. The agreement may incorporate an existing *Responsible Use Policy* by reference. The Technology Lending Agreement must verify that students receiving Internet access at home have a demonstrated grade level mastery of the Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills (TEKS). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Brownsboro ISD recognizes that access to technology in school gives students greater opportunities to learn, engage, communicate, and develop skills that will prepare them for work, life, and citizenship. BISD is committed to helping students develop 21st century technology and communication skills.

Students and parents will be required to attend a meeting explaining all areas of the Acceptable Use Policy then sign a lending agreement that outlines student responsibilities. The lending agreement and use policies include topics:

- Technologies Covered
- Usage Policies
- Web Access
- Mastery of Digital Citizenship strand of the TEKS that include student practices safe, responsible, legal, and ethical behavior while using technology tools and resources.
- E-mail
- Social/Web2.0 / Collaborative Content
- Mobile Devices Policy
- Personally-Owned Devices Policy
- Security
- Downloads
- Netiquette
- Plagiarism
- Personal Safety
- Cyber bullying
- Examples of Acceptable Use
- Examples of Unacceptable Uses
- Limitation of Liability
- Violations of the Acceptable Use Policy

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